Fire Clearance

SafetyNet #: 548

A. Summary

A Fire Clearance is the written approval required from UC Davis Fire Prevention Services stating that the building or area meets the necessary fire and life safety provisions of the code and the University. A Fire Clearance is required prior to occupancy of, or the moving of personal belongings into a building or space by university staff, faculty, students, or the general public. This shall apply to the UC Davis Campus, and all properties administered by UC Davis.

Please note that it is not necessary to obtain a Fire Clearance in order to install equipment or furniture that is part of the project (new modular furniture, laboratory fume hoods, etc.). However, the furniture or equipment installed as part of the project must be inspected and accepted by the University prior to issuance of a Fire Clearance. In addition, this SafetyNet does not apply to University crafts persons who are hired by the project to conduct work necessary for the completion of the building.

B. Basis of Requirement

A Fire Clearance is only one component necessary for the Campus Building Official to grant occupancy or partial occupancy of a building or space. As detailed below in item #3, UC Davis Fire Prevention Services can also issue a temporary One-Time Fire Clearance under certain circumstances, should special provisions exist (i.e. a space in the building will be used for a few hours to host a visit from the Governor, or the building is close to completion with most fire and life safety items completed and the department wants to continue with the building dedication ceremony).

C. Use

Fire Prevention Services issues Fire Clearances under the following circumstances:

1. The University wants to occupy the entire building for new construction projects or entire space for a remodel project. In this case, if all fire and life safety requirements are completed and inspected by representatives of UC Davis Fire Prevention Services, a Final Fire Clearance will be issued. Fire Prevention Services issues a Fire and Life Safety Construction Checklist prior to the start of each construction project. Each item on this checklist applicable to the project must be inspected and signed off by a representative of Fire Prevention Services. A Fire Clearance is required prior to occupancy of, or the moving of personal belongings into, a building or space by university staff, faculty, students, or the
2. The University wants to take occupancy of a given room or space within the building for new construction or space for a remodel project. In this case, if all fire and life safety requirements are completed for the space in question, and inspected by representatives from Fire Prevention Services, a Fire Clearance will be issued. As stated in item #1 above, a Fire and Life Safety Construction Checklist will be issued prior to the start of each construction project.

3. The University wants to utilize a building or space prior to completion of some fire and life safety requirements for a special event or dedication ceremony. Note: A One-Time Temporary Fire Clearance is generally granted only during a given construction project and is subject to the discretion of the UC Davis Fire Marshal. While a Fire Watch is generally utilized in this case, a Fire Watch is not considered an alternative for all fire and life safety requirements still needing inspection and sign-off.

When a request for issuance of a Fire Clearance is received, a Fire Prevention representative will address the following items to determine the status of the project:

- Fire and Life Safety. It is the responsibility of the project manager and inspector to maintain the Fire and Life Safety Construction Inspection Checklist [1]. The UC Davis Fire Prevention representative will review the checklist to determine the status of all items applicable to the project. Any incomplete or previously identified items must be inspected and signed off prior to the issuance of a Fire Clearance. It is of extreme importance that the project representatives realize the responsibility they have in maintaining up-to-date status of the checklist.

- Fire Alarm System. Fire alarm devices serving the areas to be considered shall be operational at all times. Upon activation, the system shall sound an audible and visual alarm in the areas under consideration and report to the UC Davis Dispatch Center.

- Fire Sprinkler System. The fire sprinkler system, including the fire pump, if so equipped, shall be connected to the permanent water supply and shall remain operational at all times.

- Egress Systems. All exit lights, egress signage, and emergency lighting that serve the areas to be considered shall be operational. All egress paths in the areas being considered shall remain clear and unobstructed at all times.

- General Fire Safety. Construction equipment and appurtenances shall not compromise egress systems. All packing materials shall be removed from the occupied area at the end of the business day. Arrangements shall be made to remove excessive materials that may build up on the exterior of the building.

- Evacuation Plan. Signs showing evacuation routes and dispersal areas, as outlined in Title 19 of the California Code of Regulations, shall be posted as required in all areas under consideration. Employees shall receive training on evacuation procedures in case of emergency.

- Fire Department Access. All access roads shall be maintained in accordance with the Fire Department Access Roads.